

**Procedure: Reporting and Estimating Noncompliance Sewer Overflows  
7/14/14**

Noncompliance is defined as discharge of untreated sewage from the sanitary collection system to a surface water and/or ground. This includes basement backups, due to heavy rainfalls, mainline backups, or lift station failures.

1. When an event occurs, contact the IEPA within 24 hours from the time we become aware of the event

IEPA  
 Sarah Wiedel  
 Email: sarah.wiedel@illinois.gov  
 Phone: (847) 294-4054  
 Fax: (847) 294-4018

*Provide a brief description of the event*

2. A written report must be submitted within 5 days from the time we become aware of the event. The report is "Sanitary Sewer Overflow or Bypass Notification Summary Report" available at, [epa.state.il.us/water/forms](http://epa.state.il.us/water/forms). Send this form electronically.
3. If the NOC or SOC holding ponds overflow take samples and estimate the volume:
  - a) Immediately take two – 1-liter samples to Springbrook lab. Sample testing must be started within 6 hours, make note of where, the time and date. Samples must be kept refrigerated. Daily grab samples must be taken for the duration of the overflow. During nonworking hours contact the lab as follows:

	<u>Home</u>	<u>Work</u>
▪ Dave Nykiel – Manager	non-responsive	x6121
▪ Joseph Slevnik –Supervisor	non-responsive	x6125
▪ Jill Thiel - Chemist	non-responsive	x6128
▪ Bill Goerich – Utility Tech 3	non-responsive	x6128

- b) Keep a log of the "hours" of overflow and estimate the volume (10" flight at SOC, 288,000 gph; SOC lagoon force main valve, 10,000 gpm, 6" pump – 49,500 gph; 4" pump – 24,000 gph, 8" Baker pump - 4,000 gpm). If the divertible valve at NOC is operated, SCADA will report gpm.

4. We must do everything we can to reduce and eliminate overflows. We are not authorized by Permit to discharge.

5. Overflows on private property caused by sewer main surcharging are to be reported to the IEPA. The 24-hour notification process should be used with as much information as possible including the private property address. If the discharge enters a storm sewer system DPW storms (420-6095) must be notified.
6. Send David Nykiel a copy of nay IEPA SSO repaorts
7. Third party notification Requirements:
  - a) Third party notifications may be warranted by overflows that may endanger health due to a likelihood of human exposure.
  - b) Notification must first be reviewed and approved by the Director of Public Utilities-Water, Jim Holzapfel.
  - c) Notification must be coordinated with the City's Communication Manager.
  - d) Notification shall be made to the public, health agencies, and other affected entities.
  - e) Notification should include the following:
    - ✓ Reason for the discharge
    - ✓ The beginning and ending time of the discharge
    - ✓ Water or land area, or both, receiving the discharge
    - ✓ Volume and quality of the discharge